

Invitation for Bids No. 10-27-004
Temporary Agency Administrative Staffing Services
Questions & Responses 1
March 8, 2010

This list of Questions and Responses is being issued to clarify certain information contained in the above named IFB. The statements and interpretations of contract requirements, which are stated in the following questions of potential bidders, are not binding on the State, unless the State expressly amends the IFB through an addendum. Nothing in the State's responses to these questions is to be construed as agreement to or acceptance by the State of any statement or interpretation on the part of the potential bidder asking the question as to what the contract does or does not require.

Questions and Responses

Question: What is the location where most of the assignments will be made?

Answer: DHCD's Crownsville office at 100 Community Place, Crownsville, Maryland.

Question: What is the cost of this contract?

Answer: The contract budget is not to exceed \$25,000, but the amount paid to the contractor will depend on DHCD's need for temporary employees during the term of the contract.

Question: Could you provide the anticipated number of personnel and hours billed?

Answer: We cannot anticipate the number of personnel or hours. It will depend upon the needs of the Department during the duration of this contract.

Question: Is this a rebid of an existing contract? If so, is the current contract holder allowed to rebid? If so, could you please provide the existing rate?

Answer: This IFB is similar to previous solicitations issued for temporary staffing services. Yes, the current contractor is allowed to rebid. We cannot provide specific pricing because it is commercial confidential information.

Question: What is the SBR program?

Answer: It is a Small Business Reserve (SBR) certification program administered by the Department of General Services (DGS). To be considered for contract award, vendors must be certified SBRs, per Section 2 of the IFB. Please see the DGS / SBR website explaining the program and application process:

<http://www.smallbusinessreserve.maryland.gov/>